



Clallam Conservation District

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MINUTES

Regular Monthly Meeting February 12, 2008

Supervisors Present: Bob Forde, Don Hatler, Joe Murray, Ben Smith

Associate Supervisors Present: Nancy Newman

Staff Present: Joe Holtrop, District Manager; Meghan Adamire and Jennifer Coyle-Bond, Conservation Planners

Others present: none

Joe Murray called the meeting to order at 2:04 PM.

Approval of Minutes

Bob Forde moved to approve the minutes from the January 8, 2008 meeting. Don Hatler seconded. Motion approved.

REPORTS

Staff Reports

Jennifer Coyle-Bond – Jennifer reported that Ryan Bartelheimer, cluster engineer, and Jay Petersen, consulting engineer, both reviewed Theresa Jones' site for stormwater management. The engineers indicated that most of the stormwater could be collected and diverted into the new pipeline for the irrigation ditch. Ryan Bartelheimer also visited Ted and Shirley Crosby's farm to look at designing a manure storage structure.

Meghan Adamire – Meghan reported that 220 plant sale orders have been received. She has been working with Helen Freilich, City of Port Angeles, on promoting an Agricultural Plastics Recycling event scheduled for April 13. Meghan has been working with Sequim High School to develop a farm plan and trying to work with Pat Fox on her cattle operation.

Joe Holtrop – Joe reported that he and Don Hatler attended the Clallam County Planning Commission meeting where Clea Rome gave a presentation on the Stormwater BMP Manual that was very well received. Planning is moving forward for the Dungeness Irrigation District piping. The Clallam-Cline-Dungeness Irrigation Piping Project opened bids yesterday for piping Sky Ridge Golf Course, putting in pressure reducers, and putting in a new inlet on Taylor Cutoff. The low bidder was C&J Excavating at a little over \$140,000. The next phase of the Clallam-Cline Irrigation Piping Project is to pipe some small laterals. Natural Resource Conservation Service (NRCS) said they are done with their engineering of the project so Joe suggested using Jay Petersen to engineer the laterals. Joe reported that he and Meghan Adamire attended a Dike Setback Committee meeting and that a representative from the habitat program for the US Army Corps of Engineers was there and suggested adding more information on the habitat gains in the plan. The Corps also won't relocate the dike unless it is on public property.

Bob Forde moved to approve Jay Petersen to engineer five laterals on the Clallam-Cline Irrigation Piping Project. Ben Smith seconded. Motion approved.

United States Department of Agriculture (USDA) Reports – No reports were given, however, Joe Holtrop mentioned that all the Environmental Quality Incentives Program (EQIP) applications for forestry projects in Clallam County were funded, but Willow-Wist Farms, Inc., Dave Cameron and Nash Huber were probably not going to receive funding.

Treasurer's Report

Ben Smith moved to approve the January financial report and approve for payment those checks described as 6615 to 6645 in the total amount of \$69,475.63. Don Hatler seconded. Motion approved.

Announcements/Public Comment – Joe Holtrop reported that the District is co-sponsoring a Low Impact Development Forum on February 28th in Blyn at the Jamestown S’Klallam Tribal Center. The cost to attend is \$40, but the District can cover the costs for any Board members wishing to attend. Joe also reported that Dave Allen with Shore Road Nursery is going out of business to work for Olympic National Park managing their plant nursery and growing plants for restoration of the Elwha River after the removal of the dams.

OLD BUSINESS

Elections – Polling Officer Swearing In – Joe Holtrop requested two Board members to swear in polling officers at 2:30pm on February 26th. Don Hatler volunteered to go to the Port of Port Angeles and Ben Smith volunteered to go to Sequim High School.

NEW BUSINESS

Letter to DRMT – request Don Hatler serve as an alternate – Don Hatler is already serving as an alternate for sports fisherman for the Dungeness River Management Team (DRMT) meetings so he suggested that he can switch hats and be an alternate for the District if Joe Holtrop can’t make it to a meeting.

Ben Smith moved that Don Hatler serve as an alternate for at the DRMT meetings. Bob Forde seconded. Motion approved.

Letter to DOE – request to add practices to funding eligibility list – Jennifer Coyle-Bond reported that Department of Ecology (DOE) has been a major funding source for providing technical assistance to farms for years, but they only provide cost-share for three practices, riparian fencing, alternative stock watering and riparian planting. For years the Washington Association of Conservation Districts has requested that DOE cost-share on other practices, so Districts around the state were asked to draft letters requesting that DOE consider cost-share on other practices. Jennifer drafted the letters and requested that the Board review them.

Ben Smith moved to accept sending the letters to DOE to request adding practices to the funding eligibility list. Bob Forde seconded. Motion approved.

Cooperator Agreements – Meghan Adamire requested that Rebecca Paradis be approved as a District Cooperator. Rebecca has five acres in Joyce and raises beef cattle. A portion of Liljedahl Creek runs through her property. She is requesting assistance with developing a farm plan and with fencing her cattle out of the creek.

Bob Forde moved to accept Rebecca Paradis as a District Cooperator. Ben Smith seconded. Motion approved.

Cost-Share Applications – Jennifer Coyle-Bond requested approval of a cost-share application for Ted and Shirley Crosby for a waste storage facility at a cost-share rate of 45% and an estimated District cost of \$1,350. The design would be similar to the facility built last fall at Sequim Valley Stables – a concrete slab with ecology block sides.

Ben Smith moved to approve the cost-share application with Ted and Shirley Crosby for a waste storage facility at a 45% cost-share rate for an estimated District cost of \$1,350. Bob Forde seconded. Motion approved.

Bob Forde led a discussion about the District purchasing a new vehicle. He mentioned that Clallam County is purchasing some new vehicles and suggested maybe we could get in on that order. The 4Runner is in need of some repairs and the Board thought we should go ahead and get it fixed. It was discussed that we don’t put a lot of mileage on vehicles throughout the year so it might not be economical to purchase an expensive vehicle like a Prius. Joe Holtrop will pull some numbers together to figure out how much the District spends a year on District vehicles and reimbursement for private vehicles.

Executive Session – 3:30 to 3:50 – Employee Performance Review

Ben Smith moved to increase Meghan Adamire from Range 50 Step A to Range 56 Step A effective February 1, 2008. Bob Forde seconded. Motion approved.

Executive Session – 4:00 to 5:45 – Conservation Planner Applicant Interviews

Bob Forde moved to offer the Conservation Planner position to Gary Dougherty at Conservation Planner 2, Range 50 Step E. Ben Smith seconded. Motion approved.

Review of Official Actions of Meeting

The meeting was adjourned at 6:05 PM.